

MANISTEE CITY HISTORIC DISTRICT COMMISSION

Meeting of Wednesday, September 4, 2019
4:00 p.m. - Council Chambers, City Hall, 70 Maple Street,
Manistee, Michigan

AGENDA

I Call to Order

II Roll Call

III Approval of Agenda

At this time the Historic District Commission can take action to approve the September 4th, 2019 Agenda.

IV Approval of Minutes

At this time Historic District Commission can take action to approve the July 10, 2019 meeting Minutes.

V Public Comment on Agenda Related items

At this time the Chair will ask if there are any public comments.

VI New Business

- MHPN Webinar

VII Old Business

Permit Review

At this time the Commission may take action to close out any outstanding permits.

VIII Public Comments and Communications concerning Items not on the Agenda

At this time the Chair will ask if there are any public comments.

IX Correspondence

At this time the Chair will ask if any correspondence has been received to be read into the record.

X Reports

DDA Executive & Economic Development Director
Museum Curator
Museum Director
Planning & Zoning Administrator

XI Members Discussion

At this time the Chair will ask members of the Historic District Commission if they have any items they want to discuss.

XII Adjournment

HISTORIC DISTRICT COMMITTEE

70 Maple Street
Manistee, MI 49660

MEETING MINUTES

July 10, 2019

A meeting of the 2019 Historic District Committee was held on Wednesday, July 10, 2019 at 4:00 pm in the Council Chambers, City Hall, 70 Maple Street, Manistee, Michigan.

The meeting was called to order at 3:57 by Chair Trucks.

Members Present: Dick Albee, Bill Connor, Aaron Bennett, Ron Helmboldt and Lee Trucks

Members Absent: None

Others: Kyle Storey (City Zoning), Mark Fedder (City Museum) and Nancy Baker (Recording Secretary)

APPROVAL OF AGENDA

MOTION by Commissioner Albee, seconded by Commissioner Connor to approve the Agenda as printed.

With a voice vote motion passed 5 to 0.

APPROVAL OF MINUTES

MOTION by Commissioner Albee, seconded by Commissioner Connor to approve the June 3, 2019 minutes as presented.

With a voice vote motion passed 5 to 0.

PUBLIC COMMENT ON AGENDA RELATED ITEMS

None

NEW BUSINESS

1. HDC Board Member Changes
New Member: Ron Helmboldt
Chair Trucks welcomed Mr. Helmboldt to the HDC. Mr. Helmboldt gave a small background which included his years of interest and experience in history.

Transitioning from 7 to 5 Member Board Process

Mr. Storey stated to change the number of members on the HDC board they would have to vote to move this forward to the City Council. Chair Trucks commented on the by-laws and the number of members needed. It was stated that the HDC voted at the June 3, 2019 meeting to have the number of members changed from 7 to 5 and to have the by-laws changed to reflect this. The members agreed to forward to the City Council the request to have the number of members in the by-laws be changed from 7 to 5.

Chair Trucks requested to take to the City Council the HDC's request to have the by-laws reflect the number of members be changed from 7 to 5.

OLD BUSINESS

Elks Lodge Update

This permit has been approved for the replacement of windows and paint to the structure. Mark Fedder stated the Museum agreed with the issuing of this permit.

Permit Review

Mr. Storey reviewed the Outstanding Permit Report.

Permit PHDC17-014 has done work on installing the deck however the permit states it is to be a covered deck and there is no work to show that this is being included. This will be checked out and contact with the permit holder will be done regarding the matter.

Permit PHDC18-001 will be required to appear before the HDC regarding the revision of plans, report on progress and the need to appear before the HDC to request a permit extension. Work is being done and this permit has expired.

PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS ON THE AGENDA

REPORTS

DDA Executive & Economic Development Director

There is no report. The director will be contacted and requested to attend the meetings to give an updated report.

Museum Curator

No report

Museum Director

Mr. Fedder had nothing to report.

Zoning Administrator

Mr. Storey reported on 33 7 River St. under Old Business, Permit Review.

347/349/411 River Street addresses; work is being done, the brown paper is new, but it is preferred that a window wrap or something with a historical scene be placed in the window. 411 has no windows.

Blight violation notices were placed on some buildings in the downtown area. The Chief of Police will be asked questions regarding improvement work on some of these sights.

MEMBERS DISCUSSION

Mr. Storey stated he will work more with Mr. Fedder on downtown building issues. He clarified that the meeting dates and times will be the first Wednesday of each month with the exception if it is a holiday and the meetings will start at 4pm.

ADJOURNMENT

MOTION by Commissioner Albee, seconded by Commissioner Connor to adjourn. The meeting was adjourned at 4:20 pm.

2019 Historic Study Review Committee


Nancy Baker, Recording Secretary